



# ATHLETES' ADVISORY COUNCIL

## Administrative Manual

**USA VOLLEYBALL**

**Effective Date: 1/25/2024**

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## Article I. NAME

The name of this structure is the USAV Athletes' Advisory Council ("USAV AAC") of USA Volleyball ("USAV").

## Article II. COMPOSITION, VISION, MISSION & GOALS

2.01 **Composition:** The USAV AAC shall be comprised of those athletes from the beach, indoor and sitting volleyball disciplines who meet the definition of "International Athlete" ("Athlete" or Athletes" - with the singular including the plural and vice versa) in accordance with USAV Bylaws (refer to <https://www.teamusa.org/usa-volleyball/about-us/governance>) .

2.02 **Vision:** The USAV AAC shall be a forum to provide a comprehensive means of communication between Athletes and USAV.

2.03 **Mission: The USAV AAC** will lead, serve, and engage athletes to communicate their interests, protect their rights and be a conduit to USA Volleyball.

2.04 **Roles & Responsibilities:** The USAV AAC shall:

- A. Serve as a vehicle for athlete engagement.
- B. Endeavor to protect the rights of athletes.
- C. Provide athlete feedback.
- D. Build and establish relationships among the three disciplines.
- E. Identify future athlete board representative candidates and introduce athletes to USAV's governance structure.
- F. Serve as SafeSport and U.S. Anti-Doping Agency (USADA) ambassadors and advocates.
- G. Identify athlete representatives to the various Assemblies and Committees.
- H. Engage athletes in USA Volleyball Foundation activities.
- I. Develop pathways for athletes within the structure of USAV.

## Article III. ADMINISTRATIVE COUNCIL

### 3.01 USAV AAC Administrative Council (AACAC)

The Administrative Council ("AACAC") is the planning, administration and implementation arm of the USAV AAC.

A. **Membership:** The AACAC shall consist of one representative from the following categories:

1. Beach Male Athlete;
2. Beach Female Athlete;

3. Indoor Male Athlete;
4. Indoor Female Athlete;
5. Sitting Male Athlete;
6. Sitting Female Athlete; and
7. Current USOPC AAC Representative, who will serve as the Chair of the AACAC;
8. Athlete Directors of the USAV Board which are Ex-Officio members with voice, not vote.
9. USAV's USOPC AAC alternate representative, who will automatically serve as a voting member of the AACAC.

**B. Membership Requirements:** Every member of the AACAC shall be required to:

1. Be a current registrant of USAV in good standing, registered either through the USAV Regional Volleyball Association (RVA) in which the member resides or with the Corporation (USAV);
2. Have cleared the USAV-approved Background Screen;
3. Be SafeSport trained; and,
4. Have a currently signed and reviewed USAV Conflict of Interest Disclosure form on file with USAV.

**C. Roles & Responsibilities:** The AACAC shall:

1. Provide recommendations to the Board of Directors through the Athlete Directors of the Board.
2. Approve all members to USAV committees and substructures where required by the USA Volleyball Bylaws.
3. Serve as a conduit for input with respect to the following:
  - a. USAV Athlete Handbooks;
  - b. USAV Athlete Agreements;
  - c. USOPC Selection Procedures; and
  - d. USOPC High Performance Plans.

***Any sharing of the above documents shall be in redacted or executive summary form and subject to the approval of the USAV Chief Executive Officer (CEO).***

**D. Nominations, Election and Term of Office:** Nominations and self-nominations for each position shall be solicited by USAV. Prior to any election, athlete candidates must disclose any felony convictions, or any other periods of ineligibility served in sport such as violations of anti-doping codes, the Athlete Classification Code (Paralympic only), or SafeSport violations. Each position will be elected in accordance with USAV Bylaws C. International Beach Athletes shall elect the Beach positions; International Indoor Athletes shall elect the Indoor positions and International Sitting Athletes shall elect the Sitting positions. Position terms shall be as follows:

1. Four years beginning July 1, 2018, and ending June 30, 2022:
  - a. Beach Male Athlete;

- b. Indoor Female Athlete
  - c. Sitting Male Athlete.
2. Initial Term of two (2) years beginning July 1, 2018, and ending June 30, 2020, with subsequent terms of four (4) years beginning July 1, 2020.
    - a. Beach Female Athlete;
    - b. Indoor Male Athlete; and
    - c. Sitting Female Athlete.
  3. The USOPC Athletes Advisory Council (AAC) Representative shall serve for the term of their USOPC AAC position, as will the USOPC AAC alternate representative.
  4. In the election for the AACAC position, the Athlete receiving the second highest number of votes shall be designated the "Alternate" for that position and be invited to attend meetings in the event the elected Athlete ("Primary") is unable to attend. If the Primary is attending a meeting, the Alternate is eligible to also attend, but at their own expense.

An Athlete is eligible to serve for consecutive terms with any portion of a term being considered a full term. If an athlete's eligibility as an International Athlete expires during a term being served on the AACAC, they shall be eligible to serve the remainder of the elected AACAC term.

- E. **Chair:** The USOPC AAC Representative will serve as the Chair of the AACAC. The Chair shall serve for the remainder of their current USOPC AAC term and shall be eligible for re-election.
  1. If at any time the Chair either resigns or the office of Chair otherwise becomes vacant, the new USOPC Chair will serve the balance of the term.
  2. The Chair shall:
    - a. Compile and distribute the agendas for meetings.
    - b. Conduct the meetings in accordance with commonly accepted rules of order.
    - c. Approve expenses associated with AACAC meetings and operations.
- F. **Voting:** Each AACAC member, excluding Ex-Officio members, shall have one vote.
  1. There shall be no absentee or proxy voting.
  2. Approval of motions shall require a majority vote of the AACAC voting members present at a properly called meeting of the AACAC.
- G. **Meetings:** The AACAC shall meet one time per year in person (subject to budget approval), ideally in conjunction with a USAV Board Meeting or other governance or USAV program or activity. The AACAC may meet electronically as necessary and appropriate and such meetings shall be subject to the same procedures that apply to in-person meetings.
- H. **Attendance and Removal of Elected Representatives:** It is expected that an AACAC member will prioritize attendance at meetings. An AACAC voting member may be removed if three (3) consecutive absences from meetings occur without being

excused by the Chair. Removal would occur by a majority vote of those voting members present at a properly called meeting.

An AACAC voting member may also be removed for cause which shall require an affirmative vote of at least two-thirds (2/3) of the total voting power of the AACAC (excluding the voting power of the member in question). If removed for cause, the person shall have those hearing and appeal rights proscribed in the USAV Bylaws.

- I. **Vacancies:** When an elected position becomes vacant, it shall be filled as expeditiously as reasonable by election in accordance with USAV Bylaws Article X, Section 10.01.C. and this Manual.

## **Article IV. BUDGET**

4.01 In consultation with the USA Volleyball Staff Liaison, the Chair will submit an annual budget request (generally in August / September of the preceding year) to the Audit, Finance and Budget Committee (AFB) of USAV. Budget requests generally would include items such as:

- A. Administrative and meeting expenses of the AACAC.
- B. Travel expenses for approved personnel to meetings.

4.02 Receipts for approved expenditures shall be submitted to the Chair who, after review and approval, shall submit to USAV for payment through the Staff Liaison.

4.03 The Chair shall be responsible for regularly monitoring expenditures to ensure compliance with the approved budget.

## **Article V. AMENDMENTS**

5.01 Authority: This USAV AAC Manual may only be amended by a majority vote of the USAV AAC voting members at a properly called meeting of the USAV AAC.

## **Article VI. COMPLIANCE**

The USAV AAC is a substructure of USA Volleyball (refer to of the Bylaws), and as such must maintain compliance with the governing documents of the Corporation (USAV).